



GENERAL BODY STAFF COUNCIL MEETING

MARCH 19, 2009

UC, CONNAN ROOM

Officers: Jennifer Cox, Chair; Joseph Pastorik, Vice-Chair; Audrey Portis, Treasurer; Lindie Droulia, Secretary; Wayne Oglesby, Past Chair

Attendees: Becer, A.; Besselman, S.; Berry, S.; Brennan, P.; Campbell, K.; Connelly, A.; Conser, E.; Chu, K.; Corletti, D.; Dadowski, G.; Ebel, L.; Imbimbo, J.; Javorski, S.; Klein, S.; Lambrou, K.; Lanyon, J.; Linn Gutowski, M.; Matthews, D.; McCarthy, M.; Mullins, K.; Ossler, J.; Palko, K.; Panno, C.; Poprocky, V.; Price, B.; Rauf, A.; Reinoehl, D.; Reinoehl, T.; Ribarchak, C.; Simeone, E.; Stupka, M.; White, V.; Widich, L.; Wrobleski, M.

Call to Order

- Jennifer called the meeting to order and introduced the Officers.
- Approval of minutes

Treasurer's Report

- Expenses \$755.00 Balance ending \$9064.53

Housekeeping

- New Divisional Representatives: Kristine Cecchetti - Heinz and Alexander Ropelewski - MCS. Both will be in attendance at the April general council meeting.

Staff Council Influence

- There was discussion about how to get the campus community to recognize Staff Council as a useful, viable group. (Jennifer purchased another gavel to replace the one that is missing.) The Staff Council parliamentarian is Katie Lambrou. Katie will support the general council & executive council regarding Roberts Rules of Order. As an organization representing the campus community, we would like to formalize our processes.
- We are continuing our focus on communication this year. With several layers of communication in place we discussed how representatives can provide information about staff council activities to the divisions they represent.
- Do divisional reps have access to d-lists? Some departments utilize a d-list via the Mailman system; finance utilizes a d-list; University Advancement uses an Intranet system; CFA sends information to the administrator of its d-list; Computer Services uses its own d-list. It was pointed out that members of the campus community consider some of Staff Council email communication as spam; some individuals consider any sort of mass mail as spam. We will not be able to control how others view organizational email. Staff Council is an organization sponsored by the President's office. If we can establish our communications as business-related email, we may be able to break this barrier. Creating divisional d-lists can be established through the Mailman system. We will continue the discussion to determine ways to incorporate better communication.

Representation

- We had quite a few reps resign from council this year. The time and effort needed to serve on staff council has been a challenge with some. We need to take representation seriously, and we should consider the time commitment when we nominate representatives for our divisions.

Qatar Strategy

- Follow-through/follow-up. Last year we traveled to Qatar to bring the global university in the loop. This year the President's office will not be supporting a trip to Qatar for Staff Council. Two reports were submitted to the President's office this year with the findings from our visit to Qatar. The Qatar staff still feels they have issues and are trying to find avenues to address some of the situations they face on their campus, just as we work to find avenues for support regarding to challenges we face on main campus. A follow-up trip to Qatar is still on the table. Staff Council does a great deal of work on the main campus; it should be noted that council is supported on the main campus by funding from the president's office.

Officer Elections

- The Vice-Chair gave the general council introduction of nominees. Each nominee provided a brief statement to members of the general council. Elections of officers will take place during the April meeting.

Vice Chair

Adam Rauf
Joe Imbimbo
Audrey Portis
Dolores Matthews
John Lanyon
Linda Ebel

Treasurer

Ken Chu

Secretary

Cathy Ribarchak
Krista Campbell

Committee updates:

- Benefits Committee: The committee performed benchmarking of our benefit structure for Short Term Disability leave, particularly pregnancy leave, in relation to our peer institutions, finding that we are comparable to our peers. A debit card proposal for flex cards is still in discussion. HR will look at the pros & cons to move to a debit card system for reimbursement accounts. The committee is currently working on the new classification study and ways to improve the understanding of the changes that were made this year to the job classification structure. The Walking Club needs volunteers.
- Tagline contest: Information went out in campus mail; ideas are due by April 7 for the Executive Council to review.
- Communications: President's Forum/Town Hall reminder. A Town Hall meeting on April 22nd, in addition to the Forum on March 23rd, will provide an additional opportunity for open dialogue with President Cohon. It is critical to send this information to constituents. Deb Moon may also be

there, along with other key university managers, to answer questions. Melanie Linn Gutowski (melanier@andrew.cmu.edu) has requested help with ushering.

- Take Your Sons and Daughters to Work: All presentations are secured for the event on April 23rd. Looking for volunteers. (aportis@andrew.cmu.edu). Registration will open beginning of April. A link will be available on the website.
- Dining Advisory Council - RFPs for a new Dining Services contract were submitted by Culinart, Parkhurst, Sedexco. Dolores Matthews participated in the visits to help select the new catering provider for the university. Along with our campus, Bucknell also had Parkhurst. Columbia uses Culinart. University of Pittsburgh uses Sedexco. The decision should be made at the end of the month and negotiations for the contract will begin, with the new service in place for the new fiscal year.
- Smoking policy update: Sylvia Berry passed out smoking policy information for review. <http://www.cmu.edu/ehs/policies/smoking.html>
- Elections: We are moving closer to an online system for elections.

Facebook discussion

- Will be tabled until next month for a more in-depth discussion. Terms & Conditions were sent to legal to review. University Advancement and Alumni Relations have pages on Facebook. We would like to have a page on Facebook we do not have to monitor. If we develop a group, this would require we have a monitor/administrator. Virus question; this can occur when a third party application is used. We can consider a discussion group on Facebook as a tool. Groups are more involved than pages; pages are more for promotional use. A page would make sense for our purposes, a group would also serve our purposes, and therefore more discussion will take place to determine the direction we should take.

New business

- None
- Motion and Second to Adjourn